

**BOARD OF COUNTY COMMISSIONERS  
LAKE COUNTY, FLORIDA  
OFFICE OF THE COUNTY MANAGER  
AGENDA ITEM COVER SHEET**

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**DATE:** 03/03/2015

**TO:** David Heath, County Manager

**THRU:**

**MEETING DATE:** 03/24/2015

**ITEM TYPE:** Consent Item

**ITEM ID:** 2069

**BY:** Sandra Rogers, Contract Officer I

**SUBJECT:** Award of contract 14-0428, Facilities Asset Management Software to Applied Data Systems (Mt. Dora, Florida)

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**RECOMMENDATION/REQUIRED ACTION:**

Request approval of agreement with Applied Data Systems (Mt. Dora, FL) to furnish and install Archibus software that will allow Lake County to manage and record all facets of facility management being completed within the buildings maintained by the County. The fiscal impact is \$57,927.20 (Expenditure).

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**BACKGROUND SUMMARY:**

Procurement Services, in coordination with Facilities Development & Management, issued Request for Proposal (RFP) 14-0428, Facilities Asset Management Software to acquire a software package to assist Lake County Facilities Management with managing all activities associated with facilities maintenance, asset management and associated activities being completed in buildings operated by the Board of County Commissioners. The RFP was processed on a full and open competitive basis in accordance with BCC procurement policy.

A total of 201 vendors, 19 of which are local firms, received notice of this solicitation. Responses were received from six (6) vendors. A tabulation sheet showing relative pricing of all vendors is provided as part of the attached short-listing memo. Evaluation was completed by various County staff personnel. The first part of the evaluation process was an overall review of all proposals. This resulted in the short-listing of four (4) vendors. Those shortlisted vendors are Applied Data Systems (Mt. Dora, FL), Maven Asset Management (Tampa, FL), TMA Systems (Tulsa, OK) and VUE Works, LLC (Orlando, FL).

As detailed in the attached discussion memos, County staff expended significant due diligence in the evaluation of the short-listed proposals. As a result of this effort, award is recommended to Applied Data Systems, Inc., the responsive and responsible firm whose proposal was considered to represent the best value to the County. The firm did not offer the lowest price, but after reviewing the County's wants and needs, and eliminating certain of the initially proposed items and services, the firm's proposal was judged far superior in terms of technical merit.

The proposed contract with Applied Data Systems, in the amount of \$57,927.20, includes the software package (\$34,294.), total annual software subscription (\$4,482.00), the cost of

services (installation and configuration of software, implementation, data conversion, 3 days training and demonstration drawing for CAD conversion, \$22,200.) and 5% discount on all items, for a total discount of \$3,048.80.

This action was initiated after the County's reciprocal match ordinance came into effect. In this case the ordinance has no impact as award is being recommended to a Lake County vendor.

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Fiscal Impact: \$57,927.20 (Expenditure)

Account No.:

Fund Name	Fund Number	Org Code	Object Code	Project Number	Amount
General	0010	0851110 - Facilities Maintenance	860640 - Machinery and Equipment		\$57,927.20

Advertised Date:

Paper:

Attachments:

1.	14-0428 Award Recommendation Approval Form
2.	Shortlisted Firms and Tabulation Sheet
3.	Interviews
4.	Discussions 1
5.	Discussions 2
6.	Discussions 3
7.	Discussions 4
8.	Contract

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**STAFF APPROVALS AND DATES:**

Rogers, Sandra	Created/Initiated - 03/03/2015
Schwartzman, Barnett	Approved - 03/03/2015
Wright, Nikki	Approved - 03/05/2015
Swenson, Kristian	Approved - 03/09/2015
Nguyen, Binh	Approved - 03/09/2015
Varner, Richard	Approved - 03/10/2015
Koontz, Steve	Approved - 03/11/2015
Minkoff, Sanford A.	Approved - 03/12/2015
Booth, Niki	Final Approval - 03/12/2015

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**ACTION TAKEN BY BOARD:**

Action: New

Continued/Deferred Until:

Other: